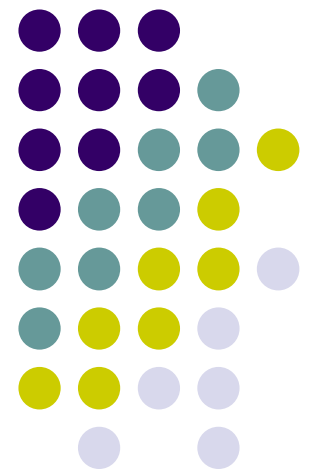


Small Business Zoning

Staff recommendations
Community Meeting
March 25, 2010



Small Business Zoning Recommendations



New Administrative SUPs

- Massage.
- Valet Parking.
- Outdoor dining.

Small Business Zoning Recommendations



New permitted uses in Industrial Zone

- Personal service/ includes small schools
- Health and athletic club
- Business or professional offices
- Light assembly/crafts
- Private schools, academic or commercial, over 20 students.

Additional flex space uses

- In the OCH Zone, add uses allowed in OCM-100 within a flex space center
 - Catering
 - Light auto repair
 - Heath and athletic club

Wholesale business

- by interpretation, make clear that what is essentially an office is deemed an office

Small Business Zoning Recommendations



Cameron Station commercial uses

- **Additional uses permitted**
 - Church
 - Medical Laboratory
 - Medical offices
 - Pet Supplies, Grooming and Training with no overnight accommodations
 - Private schools w/ more than 20 students
 - Convenience store
 - Health and Athletic club
 - Catering
 - Bakery greater than 3,500 sq ft with retail component
 - Medical Care Facility
 - Research or Testing Facility
- **No admin SUP or regular SUP required.**

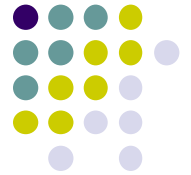
Small Business Zoning Recommendations



Restaurants

- Interpretation of accessory restaurant
- Definition of Night Club
- For admin SUP restaurants, either
 - Keep full service requirement, but add exemption for coffee shop and ice cream store OR
 - 2) Delete full service requirement but prohibit fast food or formula food stores
- For admin SUP restaurants, increase the number of allowable seats to 100

Small Business Zoning Recommendations



Restaurants

Interpretation of accessory restaurant

A use involving the sale or presentation of food and beverages which is clearly subordinate in area, extent, and purpose to an approved principal use and customarily found in connection with and serving that principal use. An accessory restaurant is typically not larger than 33% of the floor area of the entire business; does not offer table or delivery service; does not have hours of operation longer than the retail business; and does not have a separate entrance.

Small Business Zoning Recommendations



Restaurants

Definition of Nightclub

**A restaurant where entertainment, live or otherwise, predominates over food service, at least during part of its operations, with or without dancing, and typically involving a cover or other charge for admission.
Interpretation of accessory restaurant**

Small Business Zoning Recommendations



Restaurants

Definition of Coffee or Ice Cream Shop-

A small restaurant, typically no more than two thousand square feet in area, where the principal business is either the sale of coffee and other hot beverages or the sale of ice cream, frozen yogurt or other related confections. Pastries, baked goods, cold beverages, sandwiches and other light fare may also be sold incidental to the service of coffee, but no alcohol is served, no entertainment takes place and no cooking, other than the application of heat by microwave, electric burner or the boiling of water, typically takes place.

Small Business Zoning Recommendations



Restaurants

- **Definition of Fast Food Restaurant**

Fast food restaurant means any restaurant without table service in which the usual and customary operations include three or more of the following characteristics:

- (1) Long hours of service (open for breakfast, lunch and dinner; or open for 12 or more hours).
- (2) Customers pay for food before consuming it.
- (3) Food is served in disposable containers.
- (4) No seats or tables are provided.
- (5) A permanent menu board is provided from which to select and order food.
- (6) A grease fryer is used to prepare food.
- (7) Follows a formula by which it is required by contractual or other arrangement to offer any of the following: standardized menu, ingredients, employee uniforms, interior and/or exterior color scheme, architectural design, signage or similar standardized features, or which adopts a name, appearance or food presentation format which causes it to be substantially identical to another restaurant regardless of ownership or location.

Small Business Zoning Recommendations



Restaurants

- Increase size of administrative SUP restaurant to 100 seats

Restaurant Seating

- 0-60 175
- 61-99 52
- 100 7
- 101-125 13
- 126-200 48
- 201 + 29

Small Business Zoning Recommendations



Expanded Minor Amendment Criteria

- **25% additional floor area**
- **25% restaurant seats**
- **Bring other elements to the same percentage?**
- **For restaurants already approved by full SUP, allow expansion up to amount permitted by administrative SUP:**
 - Add seats, up to 60 total seats
 - Add delivery service limited to one vehicle with dedicated parking for restaurants with at least 40 seats
 - Add green (nonvehicular) delivery, with no seat restriction
 - Add limited live entertainment, per Admin SUP condition language (no cover charge, background music, limitation on advertising)
 - Add on-premises alcohol
 - Add hours up to neighborhood standard assuming there is one, regardless of current two-hour rule
- **Director may require hearing where location, prior objections, or specific circumstances warrant.**

Small Business Zoning Recommendations



Additional small business changes

- **Trees and Trash**
 - Retain current requirement, even though it adds a \$500 fee to new SUPs.
- **Processing admin SUPs**
 - No staff review by other agencies for change of ownership cases.
- **Day Care Center/FAR**
 - No FAR deducted in new buildings for day care centers and other community uses.
- **Site Plan “Light”**
 - A modified, less onerous process for very small building cases.
 - Site Plan approval will still be required by Planning Commission.
- **Small Business Guide update**
- **DSUP/retail, personal service lists 25% additional floor area**
- **Reduce fee for outdoor display admin SUP from \$250 to \$50**

Next Steps



Community comments (April 5)

Draft Text Amendment and Staff Report(April)

Planning Commission public hearing (May 3)

City Council public hearing (May 15)



Questions/Comments

Small Business Zoning Program (2009)



New permitted uses

- child care center in commercial zones
- small schools, up to 20 students
- health and athletic center in shopping center, flex space center or office complex
- convenience store in office complex
- restaurant in shopping center, hotel or flex space (not KR, CD or CRMUX)

New administrative SUP uses

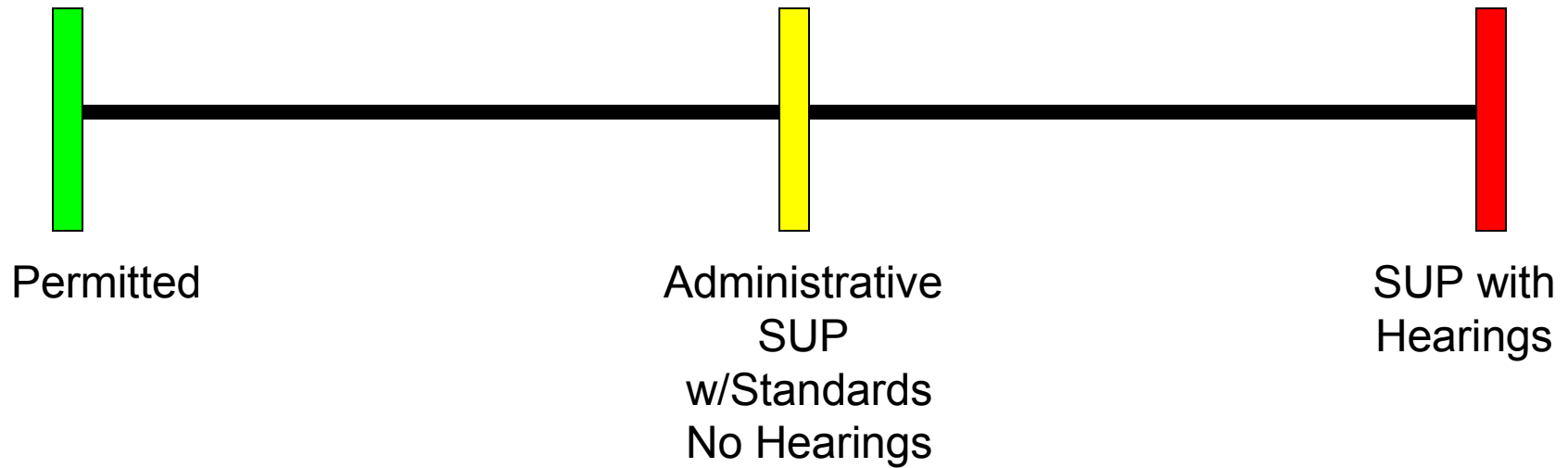
- child care center or preschool in church or school building in residential zones
- small garden centers
- outdoor food and crafts market
- overnight pet accommodations in shopping center
- light auto repair in flex space center
- catering flex space center
- restaurants (60 seats, full service)

Small Business Zoning Program (2009)

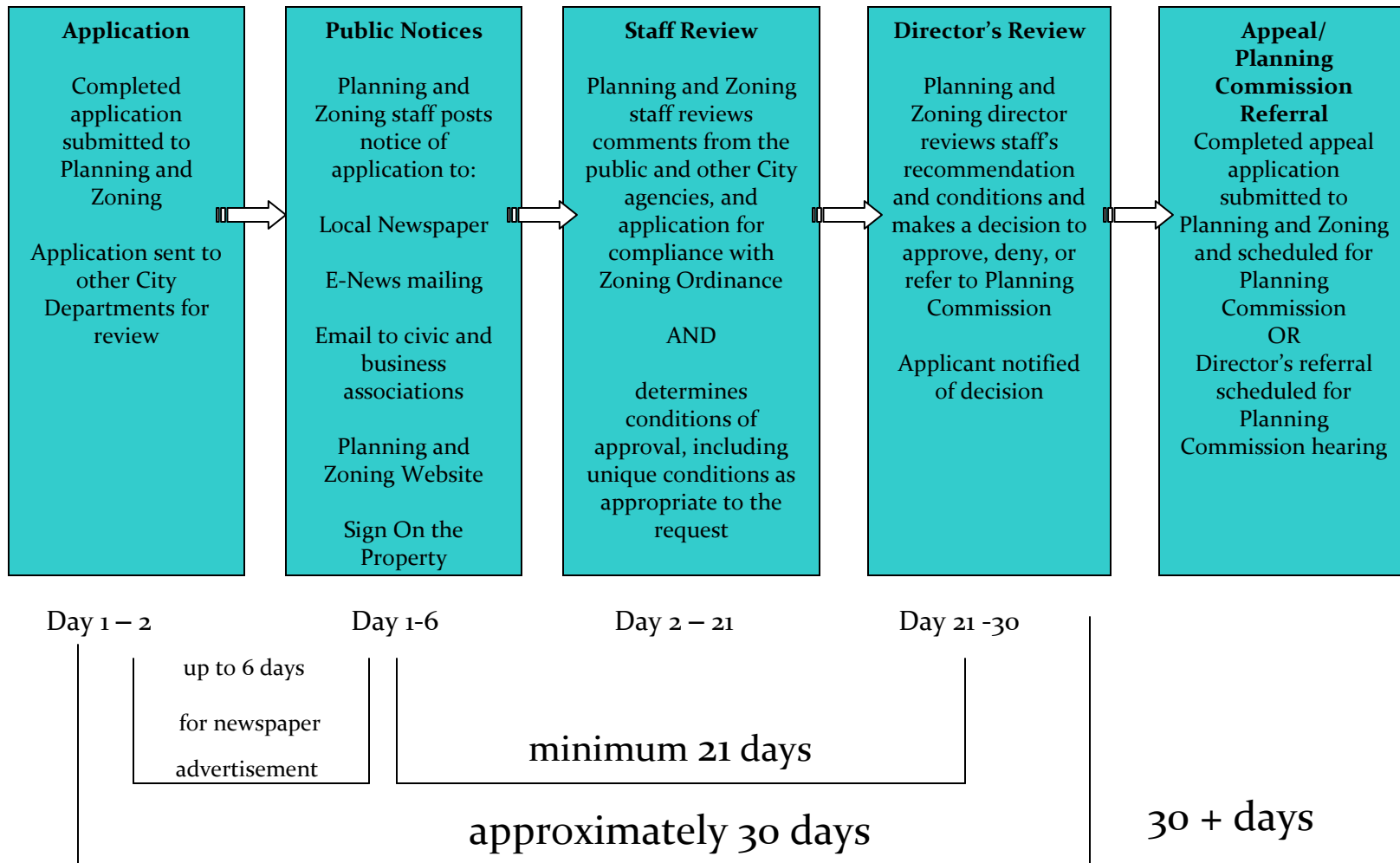


- **Opening of Permit Center (12/08)**
- **A Frame Sign Program for King Street**
- **Outdoor display of rental bikes**
- **Administrative approval of BAR signs**
- **Small Business Zoning Program**
- **Wayfinding**

Range of Zoning Uses



Administrative SUP Process



Checklist for Administrative SUP Uses



ADMINISTRATIVE SPECIAL USE PERMIT

INSTRUCTIONS AND CHECKLISTS

CITY OF ALEXANDRIA, VIRGINIA
DEPARTMENT OF PLANNING AND ZONING

INTRODUCTION

changes to the City's Zoning Ordinance to permit
y with approval of an Administrative Special Use
cess for businesses to obtain zoning approval for
ools, childcare centers and small restaurants in
subject to review and approval through a formal
of a Special Use Permit request. Under the new
approved as either permitted or administrative
it.

orts of the Small Business Task Force, Planning and
both businesses and residents, came about after
hearings.

applicant submit information to the Department of
e. The applicant will also have to certify that they
nts for the proposed use.

nder the new ordinance include:

rch or school building in residential zones
rcial zones
ain commercial zones
opping center

ess, except in Old Town (CD and KR zones), where

prepared this checklist and worksheets to assist
formation necessary for obtaining approval of an

rtment of Planning and Zoning, 703-838-4666.

ite at
<https://www.aalexandriavirginia.gov/default.aspx?id=6644>

1

Checklist and Worksheets:

elp you -- applicants, businesses and citizens --
d requirements for administrative Special Use

l legal standards for administrative SUP uses,
dinance, Section 11-513.

on on pages 2-5 to understand how to get an
nd approved, steps the City will take to help you
ral operating requirements for all administrative

worksheet that applies to your business. The
termine if an administrative SUP will work for you
y for a full Special Use Permit.

e worksheet page for your business and attach it
dministrative SUP approval. In some cases,
e required.

e required by the Director if reasonably necessary
mpatibility with the neighborhood.

or any questions about this checklist, the
SUPs, or the process for approval, please contact
838-4666.

2

Online Resources



For Small Businesses

Welcome to the Planning & Zoning Department's you. Along with our Small Business Guide, this w open Monday through Friday from 8 am to 5 pm. V



Alexandria Small Business Guide



Planning Alex

Small Business Resources

- [Small Business Guide](#)
- [City of Alexandria Business Tax Branch - business licenses and permits](#)
 - [Starting a Business in Alexandria](#)
- [Alexandria Small Business Development Center](#)
- [Alexandria Economic Development Partnership](#)
- [Zoning & Code terms and definitions to help you get started](#)
- [Forms and applications](#)

Administrative Special Use Permits

To learn more about administrative SUP application requirements

[Launch Application](#)



In December 2008, City Council adopted a zoning ordinance text and language, a summary of the changes, background information and

- [Chart showing uses and zones affected by the zoning ordinance](#)
- [Summary of changes to the zoning ordinance for small business](#)
- [Adopted ordinance](#)
- [Background information](#)
- [Administrative Special Use Permit Checklists, Worksheets and Applications](#)

Administrative SUP Interactive Worksheet - Windows Internet Explorer

Administrative SUP Interactive Worksheet

Use Types

- Catering Operation
- Day Care in a Church or School Building
- Light Automobile Repair
- Live Theater
- Outdoor Dining
- Outdoor Display

Map of Applicable Zones

Requirements [Launch Worksheet and Application](#)

- Location of Storage**

Any food, beverages, or other material must be stored inside.
- Controlling Odors and Smoke**

Cooking odors and smoke must be controlled to prevent them from becoming a nuisance to neighboring properties and the Department of Transportation & Environmental Services will review the proposed controls.
- Solid Waste and Recycling**

There must be storage space for solid waste and recyclable materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines," or to the satisfaction of the Director of Transportation & Environmental Services. The City's storage space guidelines and required Recycling Implementation Plan

Launch

Small Business Zoning-2009 Data

Out of a total of 72 cases which in 2008 would have required SUP approval with a full hearing, 36 of them in 2009 did not. They were either approved without a process as a permitted use, or reviewed as part of the new administrative approval process.



SUP Hearing Cases

36

Restaurant	19
Convenience Store	3
General Auto Repair	2
Home Day Care	2
Other SUPs	10

21 of these hearing cases were amendments

Administrative SUP Cases

30

Approved	27
Denied	0
Appeals	0
Sent to hearing	3

New administrative SUP and minor amendments

11 (8 of which were restaurants)

New Permitted Uses Approved

25

Small schools	18
Restaurants	2
Day Care	2
Light Automobile	2
Catering	1

Initial Ideas for Zoning Changes for 2010



Continue Work on Permit Process Improvements

New Administrative SUP Cases

- Valet Parking Citywide
- Outdoor Dining Citywide
- Massage

New Permitted Uses

- Wholesale
- Limited manufacturing
- Service uses in flex space centers
- Expand size of permitted schools (from 20 to 30)
- Clarify accessory “restaurant” in retail use

Historic Districts - Expand Administrative Approvals

DSUPs and CDDs - Retail Uses

Potential Zoning Changes for 2010 (continued)



Expand Minor Amendments

- Allow larger expansions administratively (from 10% to 25%)?
- Allow a minor amendment of administrative SUP?

Expand restaurants allowed by Administrative SUP

- Increase to 100 seats?
- Drop full service requirement?

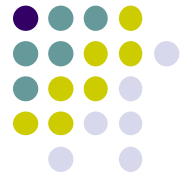
Cameron Station Pilot Program

Parking

- Administrative parking reduction?
- Mt. Vernon Avenue requirements?

Other Ideas?

Next Steps



Council Guidance (Jan)

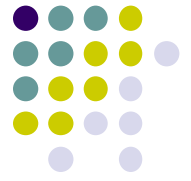
Planning Commission Work Session (Feb)

Staff Analysis (Feb)

Community Meeting and Discussion (March)

Draft Text Amendment and Recommendations (April)

Public Hearings (May)



Questions/Comments